

Cybernet Retail POS Manual

Printer Sheet Size: 3 1/8" thermal

< Store Front>

1. Program Basic

- 1.1 Starting program
- 1.2 Sale Screen
- 1.3 Selling goods with barcodes
- 1.4 Selling goods with no barcodes
- 1.5 Cash Register Style Sale
- 1.6 Changing price
- 1.7 Creating new item
- 1.8 Main Menu
- 1.9 BackOffice Menu
- 1.10 Opening a cashdrawer

2 Business Setup

- 2.1 General Information
- 2.2 Receipt Management
- 2.3 Store Policy

3. Data Setup

- 3.1 Category Setup
- 3.2 TS Lookup
- 3.3 Price Change with Price Group
- 3.4 How to make a new price group
- 3.5 Product List
- 3.6 Product Edit Form

4. Daily Batch

- 4.1 Batch Overview
- 4.2 Cashier Overview
- 4.3 One station with two shifts

5. User Management

- 5.1 A new user
- 5.2 Setting User Permission
- 5.3 Update and Delete
- 5.4 TimeSheet Swiping
- 5.5 TimeSheet
- 5.6 Security and permission

6. Inventory

- 6.1 Simple Inventory
- 6.2 Inventory Update
- 6.3 Inventory List

7. Sale Screen Advanced features

- 7.1 Sale basic buttons
- 7.2 Print related buttons
- 7.3 Refund with receipt barcode scanning
- 7.4 Refund without receipt barcode scanning
- 7.5 Exchange
- 7.6 Hold and Restore
- 7.7 Mix and Match
- 7.8 Multiple payment
- 7.9 Box(Cartoon) Sale

9. Payment Integration Module

- 9.1 CreditCard Sale**
- 9.2 Credit Card Refund**
- 9.3 Debit Sale**
- 9.4 Debit Refund**
- 9.5 Void Transaction**

10. Customer Card

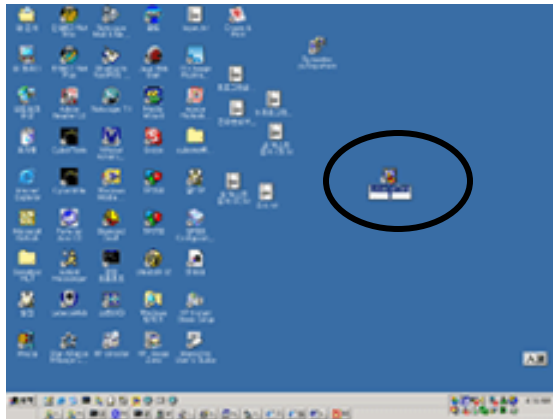
- 10.1 Point button at sale screen
- 10.2 Issue a new customer
- 10.3 Point and Cust Lookup
- 10.4 Rewards on payment
- 10.5 Print Current Point
- 10.6 Customer List
- 10.7 Adjustment Point

11. Gift Card

- 11.1 Issue a new gift
- 11.2 Gift payment
- 11.3 Issue a new gift with free
- 11.4 Gift List

1. Program Basic

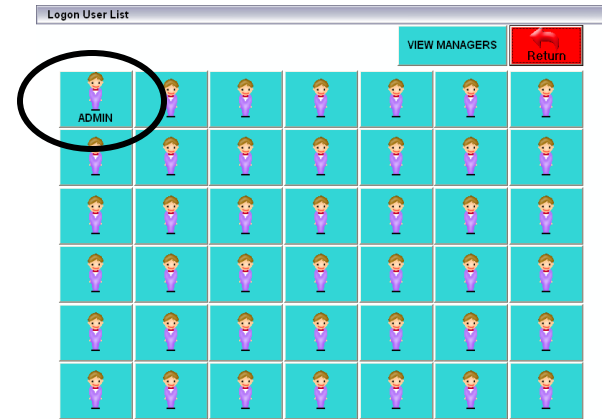
1. 1. Starting Program



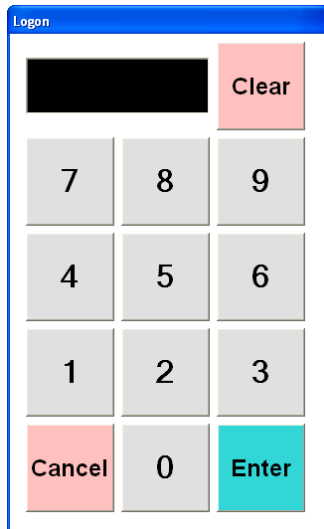
Click Retail from Desktop.



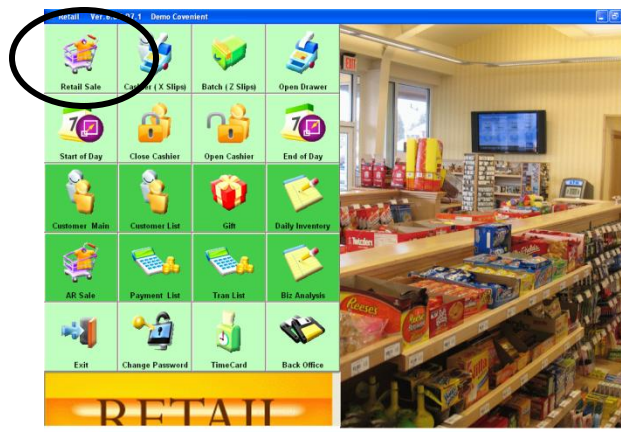
Press [Start].



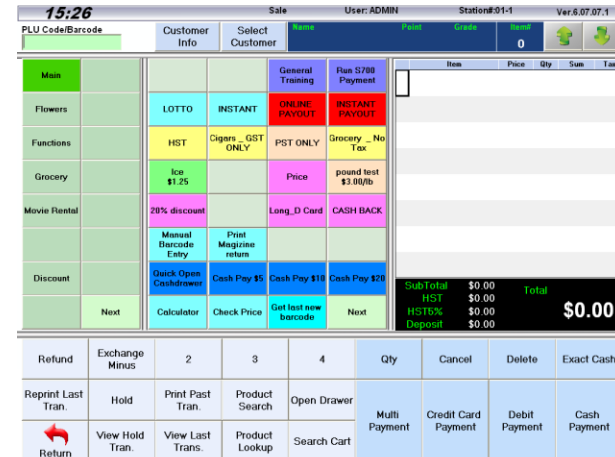
Select User ID. Click [Admin] for demo.



Enter User password.
Password is [1] for demo.



Main Menu will appear.
Click [Sale] to start sales.



Select default price. Can start sales
after seeing screen above.

1. 2. Sale Screen

15:33

Sale

User: ADMIN

Station#:01-1

Ver.6.07.07.1

PLU Code/Barcode

Customer Info

Select Customer

Name

Point

Grade

Item#

1

Main

Flowers

Functions

Grocery

Movie Rental

Discount

Next

Flowers \$9.99

Flowers \$5.99

flower \$9.99

Flowers \$9.99

red flowers \$8.00

Next

Item

Price

Qty

Sum

Tax

1

Flowers

5.99

1.0

5.99

Y

SubTotal

HST

HST5%

Deposit

\$5.99

\$0.78

\$0.00

\$0.00

Total

\$6.77

Refund

Exchange Minus

2

3

4

Qty

Cancel

Delete

Exact Cash

Reprint Last Tran.

Hold

Print Past Tran.

Product Search

Open Drawer

Multi Payment

Credit Card Payment

Debit Payment

Cash Payment

Return

View Hold Tran.

View Last Trans.

Product Lookup

Search Cart

(1) Barcode input area

(2) TS Lookup goods

(3) Shopping Cart

(4) Total Including Tax

(5) Payment

Goods Selection can use up to 4 methods

1. Using Barcode
2. Using PLU Code
3. TS Lookup Menu
4. Category Sale

1. Program Basic

1. 3. Selling Goods with Barcode

15:38		Sale		User: ADMIN		Station#:01-1		Ver.6.07.07.1																																									
PLU Code/Barcode	Customer Info	Select Customer	Name	Point	Grade	Item#																																											
1						1																																											
Main			General Training	Run S700 Payment																																													
Flowers	LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT																																													
Functions	HST	Cigars _ GST ONLY	PST ONLY	Grocery _ No Tax																																													
Grocery	Ice \$1.25		Price	pound test \$3.00/lb																																													
Movie Rental	20% discount		Long_D Card	CASH BACK																																													
	Manual Barcode Entry	Print Magazine return																																															
Discount	Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20																																													
	Next	Calculator	Check Price	Get last new barcode	Next																																												
						<table border="1"><thead><tr><th>Item</th><th>Price</th><th>Qty</th><th>Sum</th><th>Tax</th></tr></thead><tbody><tr><td>1 Player's Original SR.</td><td>6.99</td><td>1.0</td><td>6.99</td><td>Y</td></tr><tr><td colspan="5" style="text-align: center;">2</td></tr><tr><td colspan="5">SubTotal \$6.99</td></tr><tr><td colspan="5">HST \$0.91</td></tr><tr><td colspan="5">HST5% \$0.00</td></tr><tr><td colspan="5">Deposit \$0.00</td></tr><tr><td colspan="3"></td><td colspan="2">Total \$7.90</td></tr></tbody></table>				Item	Price	Qty	Sum	Tax	1 Player's Original SR.	6.99	1.0	6.99	Y	2					SubTotal \$6.99					HST \$0.91					HST5% \$0.00					Deposit \$0.00								Total \$7.90	
Item	Price	Qty	Sum	Tax																																													
1 Player's Original SR.	6.99	1.0	6.99	Y																																													
2																																																	
SubTotal \$6.99																																																	
HST \$0.91																																																	
HST5% \$0.00																																																	
Deposit \$0.00																																																	
			Total \$7.90																																														
Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash																																									
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Debit Payment	3 Cash Payment																																									
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart																																													

(1) Scan Barcode

- Or type in PLU code and press enter.

(2) Selected goods are put in shopping cart.

(3) Click payment. Can be paid with:

- Cash
- VISA
- MasterCard
- American Express
- Debit

(4) Print Receipt.

- If paid with cash, screen will indicate the amount of change needed
- If paid with cash, cash drawer will automatically open
- In case of credit card, can immediately end process with One Touch
- Can either set Cash drawer to open or not open when paid with credit card (Determined by store policy)
- Can either print or not print automatically (Determined by store policy)

1. 4. Selling Goods with No Barcodes

15:39

Sale

User: ADMIN

Station#:01-1

Ver.6.07.07.1

PLU Code/Barcode

Customer Info

Select Customer

Name

Point

Grade

Item#

1

Main					
Flowers 1		Flowers \$3.99	Flowers \$5.99	Flowers 2 \$9.99	red flowers \$8.00
Functions		flower \$9.99			
Grocery					
Movie Rental					
Discount					
	Next				Next

Item	Price	Qty	Sum	Tax
1 Flowers	9.99	1.0	9.99	Y
3				
SubTotal	\$9.99			
HST	\$1.30			
HST5%	\$0.00			
Deposit	\$0.00			
			Total	\$11.29

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Debit Payment	4 Cash Payment
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart				

(1) TS Category Selection

(2) TS Good Selection

(3) Selected item put in shopping cart

(4) Click Payment

(5) Print Receipt

- Use TS(Touch Screen) Lookup for goods with no barcodes
- If Touch Screen is unavailable, can use normal mouse instead
- TS Lookup items can be entered from back office

1. 5. Cash Register Style Sale

15:44

Sale

User: ADMIN

Station#:01-1

Ver.6.07.07.1

PLU Code/Barcode

Customer Info

Select Customer

Name

Point

Grade

Item#

1

Main

1

Flowers

Functions

Grocery

Movie Rental

Discount

Next

LOTTO

HST

Ice

20% discount

Manual Barcode Entry

Quick Open Cashdrawer

Calculator

INSTANT

Cigars _ GST ONLY

Price

Long_D Card

Print Magazine return

Cash Pay \$5

Check Price

General Training

ONLINE PAYOUT

PST ONLY

Price

Cash Pay \$10

Get last new barcode

Run \$700 Payment

INSTANT PAYOUT

Grocery _ No Tax

pound test \$3.00/lb

CASH BACK

Cash Pay \$20

Next

Item

Price

Qty

Sum

Tax

1

Ice

1.25

1.0

1.25

3

SubTotal

\$1.25

HST

\$0.00

HST5%

\$0.00

Deposit

\$0.00

Total

\$1.25

Refund

Exchange Minus

2

3

4

Qty

Cancel

Delete

Exact Cash

Reprint Last Tran.

Hold

Print Past Tran.

Product Search

Open Drawer

Multi Payment

Credit Card Payment

Debit Payment

4

Cash Payment

Return

View Hold Tran.

View Last Trans.

Product Lookup

Search Cart

(1) Select TS Category

(2) Select TS Item

(3) Clicked item is put in shopping cart.

(4) Click payment

(5) Print Receipt

- If an item is not in database yet, can use cash register sale
- Will always ask for price
- Cash register category will correspond with TS category
- After product is put in database, more efficient to not use cash register sale
- Can also be used in cases where product barcode is not available

1. Program Basic

1. 6. Changing Price

15:45 Sale User: ADMIN Station#:01-1 Ver.6.07.07.1

PLU Code/Barcode	Customer Info	Select Customer	Name	Point	Grade	Item	Price	Qty	Sum	Tax
						Ice	1.25	1.0	1.25	

SubTotal \$1.25 HST \$0.00 Total \$1.25

NEW PRODUCT

Basic Info Liquor/Box/GA S Sassa/Rook Forced Modifier Others ECommerce Return

PD Code 027186 Barcode 027186001003 Buying Barcode 2323

PD Name Ice Edit PD Name Minimum Stock 10

PD Name2 얼음 Shelf Nm R4 Select Shelf

Star Ice nice

Vendor EZPOS-006

Manufacture GATORADE-019

Category Grocery-050

Size

Cost 0.45

R. Price 1.25

Price 1.25

Margin 178 %

Price Prompt Minus Price

Inventory Item Pound Style

Food Stamp Item Has No Price

Serial Required Refill PD

Non Discount Item

Sold Cnt 0

Load Picture

Movie Rental

Rental Days 1

Late Charge 0.00

Change Stock Qty

Start Qty 35

- Sale Qty 209

Stock Qty -149

Price Change

Price By Margin

Save

Update Inventory

(1) Select item with price you want changed

(2) Click [Product Lookup]

(3) Product Window will pop up

(4) Click [Price Change] to change price

(5) Click [Save] to save to database

- 당사에서 제공한 표준 데이터베이스에 업소 가격만 변경하고 싶은 경우 사용
- 가격이 변경한 후 상품을 다시 스캔하면 변경된 가격이 표시된다

1. Program Basic

1. 7. Creating New Item

The screenshot shows the main menu of the program. At the top, it displays 'Sale', 'User: ADMIN', 'Station#:01-1', and 'Ver.6.07.07.1'. Below this is a navigation bar with buttons for 'PLU Code/Barcode', 'Customer Info', 'Select Customer', 'Name', 'Fast', 'Credits', 'Remit', and '0'. The main area contains a grid of buttons for various functions: 'Main' (circled with a '1'), 'Flowers', 'Functions', 'Grocery', 'Movie Rental', 'Discount', 'Next', 'LOTTO', 'INSTANT', 'HST', 'Cigars _ GST ONLY', 'PST ONLY', 'Grocery _ No Tax', 'Ice \$1.25', 'Price', 'pound test \$3.00/lb', '20% discount', 'Long_D Card', 'CASH BACK', 'Manual Barcode Entry', 'Print Magazine return', 'Quick Open Cashdrawer', 'Cash Pay \$5', 'Cash Pay \$10', 'Cash Pay \$20', 'Get last new barcode', 'Next', 'SubTotal \$0.00', 'HST \$0.00', 'HST5% \$0.00', 'Deposit \$0.00', 'Total \$0.00', 'Refund', 'Exchange Minus', '2', '3', '4', 'Qty', 'Cancel', 'Delete', 'Exact Cash', 'Reprint Last Tran.', 'Hold', 'Print Past Tran.', 'Product Search', 'Open Drawer', 'Multi Payment', 'Credit Card Payment', 'Debit Payment', 'Cash Payment', 'Return', 'View Hold Tran.', 'View Last Trans.', 'Product Lookup', 'Search Cart'.

(1) Scan Item's Barcode

The screenshot shows a 'Confirm Msg' dialog box with the text: 'No such code(059900000047) in product tables. Do you want to save this item into database?'. At the bottom, there are two buttons: 'Yes' (circled with a '2') and 'No'.

The screenshot shows the 'NEW PRODUCT' window. It has tabs for 'Basic Info', 'Liquor/Box/GAS', 'Sauna/Book', 'Forced Modifier', 'Others', 'ECommerce', and 'Return'. The 'Basic Info' tab is active. It contains fields for 'PD Code', 'Barcode' (059900000047, circled with a '4'), 'PD Name', 'PD Name2', 'Star', 'Vendor', 'Manufacture', 'Category', 'Size', 'Cost', 'R. Price', 'Price', 'Margin', 'HST', 'HST5%', 'TAX Included', 'Delete', 'Save' (circled with a '6'), 'Copy', and 'Update Inventory'. There are also buttons for 'Edit PD Name' (circled with a '5') and 'Price Change' (circled with a '5'). On the right, there are fields for 'Buying Barcode', 'Minimum Stock', 'Shelf Nm', 'Select Shelf', 'Price Prompt', 'Minus Price', 'Inventory Item', 'Pound Style', 'Food Stamp Item', 'Has No Price', 'Serial Required', 'Refill PD', 'Non Discount Item', 'Sold Cnt', 'Load Picture', 'Change Stock Qty', 'Start Qty', 'Sale Qty', and 'Stock Qty'. A circled '3' is on the 'Return' button.

(2) Will ask if you wish to save item to database

(3) Product Window will pop up.

(4) Barcode will automatically be entered

(5) Click [Edit PD Name] and [Price Change] to put in item name and price

(6) Click [Save] to finish creating new item

1. Program Basic

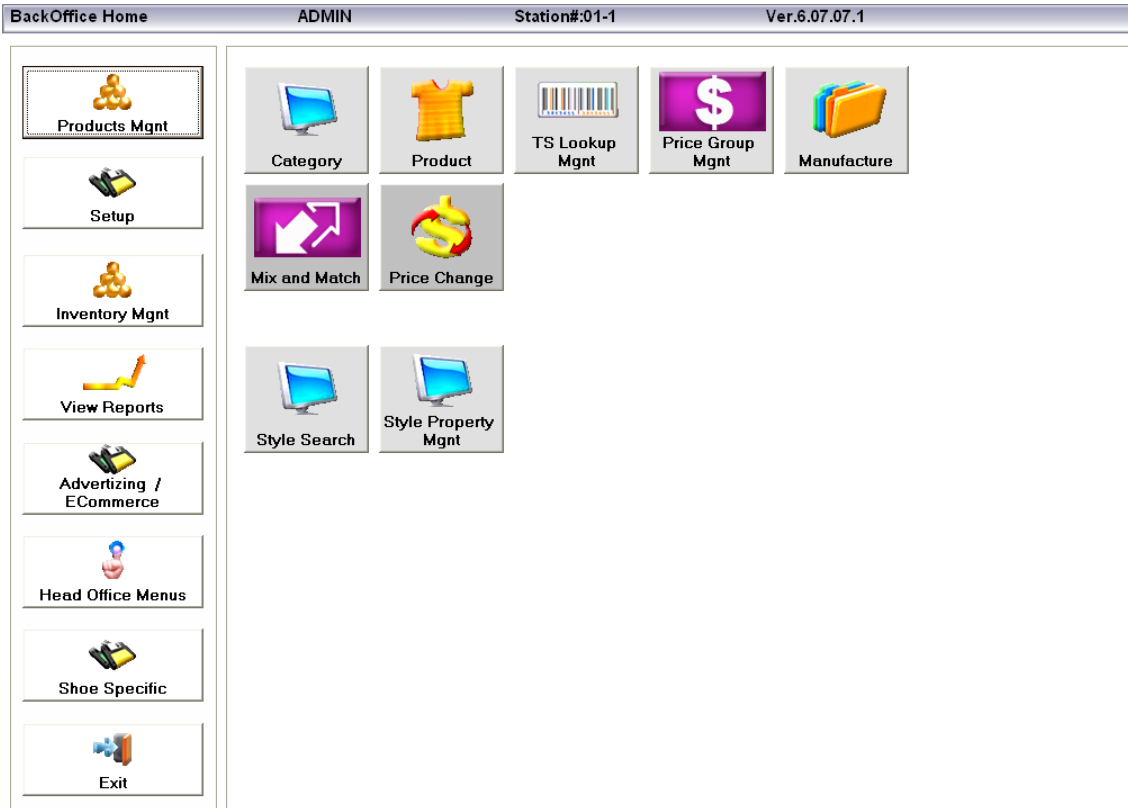
1. 8. Main Menu



- Light green squares perform more essential functions

1. Program Basic

1. 9. BackOffice Menu → Main Menu → BackOffice



- Can manage inventory or perform business setup in BackOffice
- Some menus need [Admin Permission] to be accessible
- Multiple Store Module is only available on franchise version

1. Program Basic

1.10 Open Drawer: Main Menu → Open Drawer

OPEN CASHDRAWER

Who?	cashier1	2			Return
Where?	01-1				
How Much?	-		+	PayOut	DropOut
Why?	3				
4					

(1) Click [How Much] and enter cash amount

(2) 스타트 머니 추가시 클릭

(3) Write explanation

(4) Open cash drawer

- Can open and close cash drawer regardless of Sale
- Can be used either for expense or change
- If more start money is needed, can also put money in drawer

2. Business Setup

2.1 Store General Information : MainMenu → BackOffice → Store Mgmt

Store Management

General Tax **2** Payment **3** Receipt Store Policy Return

Store ID: 01

Store Name: Demo Variety

Phone: 905 754 1087

Address1: 190 Queen St **1**

City: Toronto

State: ON

ZIP: L3S 1TX

Cashier Start Money: \$ **4** 150

Load invoice template: Load Template

HQ Web site: www.kitchenfoodfair.ca

Typical Price List

\$ 100	\$ 10	\$ 5
\$ 50	\$ 9	\$ 4
\$ 20	\$ 8	\$ 3
\$ 10	\$ 7	\$ 2
\$ 5	\$ 6	\$ 1

Typical Payment List

\$ 100	\$ 30	\$ 0
\$ 50	\$ 25	\$ 4
\$ 45	\$ 20	\$ 3
\$ 40	\$ 15	\$ 2
\$ 35	\$ 10	\$ 1

Update **5**

(1) Enter general store info

(2) Set Tax Rate

(3) Check accepted modes of Payment

(4) Type in Cashier's starting money

(5) Click [Update]

- Screens stores general info about store
- Enter in applicable tax rate and store info
- Put in 0 in case of no tax
- Set in [Payment Integrated] if using PC Charge

13. Business Setup

2.2 Receipt Management : MainMenu → BackOffice → Store Mgmt → Receipt Tab

The screenshot shows the 'Store Management' window with the 'Receipt' tab selected (circled with a '1'). The 'Header' sub-tab is active, showing a list of 5 lines. Line 1 is selected (circled with a '2') and contains the text 'Demo Variety'. The 'Update' button at the bottom is circled with a '4'.

Line	Used	Text
1st LINE(BOLD)	<input checked="" type="checkbox"/>	Demo Variety
2nd LINE(BOLD)	<input type="checkbox"/>	
3rd LINE	<input checked="" type="checkbox"/>	196 Queen St., Toronto
4th LINE	<input checked="" type="checkbox"/>	(Tel)905-274-1551
5th LINE	<input type="checkbox"/>	

Pole Display Line1: Demo Variety
Pole Display Line2: Welcome to our store

Update

(1) Click Receipt Tab

(2) Set info to appear on receipt

(3) Click Marketing, type in slogan to show to customers

(4) Click [Update] to save

- Checkbox the lines you wish to show
- Limit of 5 lines for marketing slogan

The screenshot shows the 'Store Management' window with the 'Marketing' sub-tab selected (circled with a '3'). The 'Header' sub-tab is active, showing a list of 5 lines. Line 1 is selected and contains the text 'THANK YOU FOR SHOPPING'. The 'Update' button at the bottom is visible.

Line	Used	Text
1st LINE	<input checked="" type="checkbox"/>	THANK YOU FOR SHOPPING
2nd LINE	<input checked="" type="checkbox"/>	Have a nice Day ^^!
3rd LINE	<input type="checkbox"/>	
4th LINE	<input type="checkbox"/>	
5th LINE	<input type="checkbox"/>	

Pole Display Line1: Demo Variety
Pole Display Line2: Welcome to our store

Update

2. Business Setup

2.3 Store Policy : MainMenu → BackOffice → Store Mgmt

Store Management														
General	Tax	Payment	Receipt	Store Policy										
<table border="1"><thead><tr><th>Modules</th><th>Print</th><th>Discount</th><th>Point and Gift</th><th>Others</th></tr></thead><tbody><tr><td colspan="5"><div><input type="checkbox"/> Multiple Store Support <input type="checkbox"/> HQ</div><div><input type="checkbox"/> Partner AD Only</div><div><input type="checkbox"/> Matrix Style Sale Screen <input checked="" type="checkbox"/> Supplier</div><div><input checked="" type="checkbox"/> Inventory Used <input type="checkbox"/> PI Based Inventory</div><hr/><div><input checked="" type="checkbox"/> 24 Hr Service</div><div><input type="checkbox"/> kg insted of lb</div><div><input type="checkbox"/> Customer Information required</div><div><input type="checkbox"/> OpenDrawer on Credit payment</div><div><input type="checkbox"/> Cash Drawer Open Status Checked</div><div><input type="checkbox"/> Batch reopen is not allowed</div><div><input type="checkbox"/> Quick open cashdrawer needs password</div><hr/><div><input checked="" type="checkbox"/> Barcode generated automatically</div><div><input type="checkbox"/> AR Account is different from customers</div><div><input type="checkbox"/> No Batch and No Cashier</div><div><input type="checkbox"/> PD Code Manual <input type="checkbox"/> Can not update product information</div></td></tr></tbody></table>				Modules	Print	Discount	Point and Gift	Others	<div><input type="checkbox"/> Multiple Store Support <input type="checkbox"/> HQ</div> <div><input type="checkbox"/> Partner AD Only</div> <div><input type="checkbox"/> Matrix Style Sale Screen <input checked="" type="checkbox"/> Supplier</div> <div><input checked="" type="checkbox"/> Inventory Used <input type="checkbox"/> PI Based Inventory</div> <hr/> <div><input checked="" type="checkbox"/> 24 Hr Service</div> <div><input type="checkbox"/> kg insted of lb</div> <div><input type="checkbox"/> Customer Information required</div> <div><input type="checkbox"/> OpenDrawer on Credit payment</div> <div><input type="checkbox"/> Cash Drawer Open Status Checked</div> <div><input type="checkbox"/> Batch reopen is not allowed</div> <div><input type="checkbox"/> Quick open cashdrawer needs password</div> <hr/> <div><input checked="" type="checkbox"/> Barcode generated automatically</div> <div><input type="checkbox"/> AR Account is different from customers</div> <div><input type="checkbox"/> No Batch and No Cashier</div> <div><input type="checkbox"/> PD Code Manual <input type="checkbox"/> Can not update product information</div>					<div>Industry Features</div> <div><input type="checkbox"/> Matrix Style <input type="checkbox"/> ECommerce Used</div> <div><input type="checkbox"/> Gas Module used <input checked="" type="checkbox"/> ON Convenient</div> <div><input checked="" type="checkbox"/> Movie Rental Used <input type="checkbox"/> Quebec Tax Style</div> <div><input checked="" type="checkbox"/> LCBO Used <input type="checkbox"/> Daily Inventory Used</div> <div><input type="checkbox"/> Shipping Style <input type="checkbox"/> CashierSide AD used</div> <div><input type="checkbox"/> Sauna Biz <input type="checkbox"/> CashierSide Movie AD used</div> <div><input type="checkbox"/> Membership used <input type="checkbox"/> SuperMarket NoDown</div> <div><input checked="" type="checkbox"/> Tran Summary Table Used</div> <div><input checked="" type="checkbox"/> Cancel/Void saved on DB</div> <div><input type="checkbox"/> PD Pool DB Used</div> <div><input checked="" type="checkbox"/> Restaurant Style Transaction Management</div> <div><input checked="" type="checkbox"/> Box Barcode Sale Used</div> <div><input checked="" type="checkbox"/> Buying Barcode Sale Used <input type="checkbox"/> Pay Start Day automatically set</div> <div><input type="checkbox"/> Notice Check Used <input type="checkbox"/> Sign-In User only use system</div> <div><input type="checkbox"/> Double Price System Used <input type="checkbox"/> Sale Price Used</div>
Modules	Print	Discount	Point and Gift	Others										
<div><input type="checkbox"/> Multiple Store Support <input type="checkbox"/> HQ</div> <div><input type="checkbox"/> Partner AD Only</div> <div><input type="checkbox"/> Matrix Style Sale Screen <input checked="" type="checkbox"/> Supplier</div> <div><input checked="" type="checkbox"/> Inventory Used <input type="checkbox"/> PI Based Inventory</div> <hr/> <div><input checked="" type="checkbox"/> 24 Hr Service</div> <div><input type="checkbox"/> kg insted of lb</div> <div><input type="checkbox"/> Customer Information required</div> <div><input type="checkbox"/> OpenDrawer on Credit payment</div> <div><input type="checkbox"/> Cash Drawer Open Status Checked</div> <div><input type="checkbox"/> Batch reopen is not allowed</div> <div><input type="checkbox"/> Quick open cashdrawer needs password</div> <hr/> <div><input checked="" type="checkbox"/> Barcode generated automatically</div> <div><input type="checkbox"/> AR Account is different from customers</div> <div><input type="checkbox"/> No Batch and No Cashier</div> <div><input type="checkbox"/> PD Code Manual <input type="checkbox"/> Can not update product information</div>														

- Only the installer should make changes
- When changing setting, ask the installer beforehand

3. Data Setup

3.1 Category Setup : MainMenu → BackOffice → Category

Category Management

Category List

	CODE	NAME	Disco	LateF	Depo	Cigar	Reven	HST	HST5	
1	010	Cigarettes	N	N	N	N	Y	N	N	N
2	020	Tobacco / Cigar Ac	N	N	N	N	Y	N	N	N
3	030	Confectionary	N	N	N	N	Y	N	N	N
4	040	Drinks	N	N	N	N	Y	N	N	N
5	050	Grocery	N	N	N	N	Y	N	N	N
6	060	Magazine	N	N	N	N	Y	N	N	N
7	070	Phone Card	N	N	N	N	Y	N	N	N
8	080	Cell Phone Card	N	N	N	N	Y	N	N	N
9	090	Sundry / Others	N	N	N	N	Y	N	N	N
10	100	Gift / Flowers	N	N	N	N	Y	N	N	N

Discount

Late Charge

Deposit

Cigarttte

Your Revenue

Charge

Not Discount

Not Late Charge

Not Deposit

Not Cigarette

Not Your Revenue

Not Charge

New Category

Update

Delete

Return

Level 2 Sub Category List

	Code	Category Name	
1			
2			
3			
4			
5			
6			
7			
8			
9			

New Subcategory

Update

Delete

Level 3 Sub Category List

	Code	Category Name	
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

New Subcategory

Update

Delete

- Category indicated on batch slip for each Sale
- Can create up to 2 subcategories if necessary
- For less complication, create as few subcategories as possible
- "Sizes" are binded in Level 1 Category List

3. Data Setup

3.2. TS Lookup : Main Menu → Backoffice → TS Lookup

TS Lookup Management

Return

Main				General Training	Run S700 Payment
Flowers		LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT
Functions		HST	Cigars _ GST ONLY	PST ONLY	Grocery _ No Tax
Grocery 1		Ice \$1.25	4	Price	pound test \$3.00/lb
Movie Rental		20% discount		Long_D Card	CASH BACK
		Manual Barcode Entry	Print Magazine return		
Discount		Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20
	Next	Calculator	Check Price	Get last new barcode	Next

Short Term Service Style

Short Term Service

View Group Name

Main 2

Enable 3

Disable 8

Close

Move Group

New PD 5

Edit PD

Move PD 7

Remove from TS

Assign Existing PD

Change Color 9

To Default Color

Assign Function 10

(7) Move: Changes Product Location

(8) Disable: Removes Item from Table. Though Icon will be removed, actual product data is not deleted

(9) Change Color: Changes menu color

(10) Assign Function: Assigns specific function to an item

(11) Load changes to memory. Restart once for changes to take effect.

<Creating New Visual Group>

(1) Pick location to insert group

(2) Type in Group Name

(3) Click [Enable]

<Entering Item>

(4) Pick location to insert item

(5) For new product, click [New PD], click [Edit PD] to edit an existing one

(6) Click [Save] when pop-up appears

3. Data Setup

3.3 Price Change with Price Group : MainMenu → BackOffice → Price Group

Price Group Management

Office Printer Refresh **Update** Add Delete Return

Price	Description	Price	Box Price
0	Du Maurier/Player's Large	10.00	79.99
1	Du Maurier/Player's Small	8.30	75.46
2	Matinee / Meillon Large	9.29	70.47
3	Matinee / Meillon Small	8.10	70.47
4	Peter Jackson Large	6.67	61.75
5	Peter Jackson Small	5.67	60.75
6	Viceroy Large	7.14	55.71
7	Viceroy Small	5.95	55.80
8	John Player's Standard Large	7.62	0.00
9	John Player's Standard Small	6.43	0.00
10	Du Maurier Special/AC Large	10.00	0.00
11	DuM Special/DuM Avanti Sm	8.81	0.00
12	RBH Imported	9.29	0.00
13	Belmont/ Craven/Viscount Le	9.52	75.50
14	Belmont/ Craven/Viscount Sr	8.81	75.50
15	Rothmans / B&H Large	9.52	75.50
16	Rothmans / B&H Small	8.81	75.50
17	B&H Super Slims	9.52	75.50
18	Number 7 Large	8.57	0.00
19	Number 7 Small	7.38	0.00
20	Canadian Classic Large	8.10	0.00
21	Canadian Classic Small	6.90	0.00
22	Accord Large	7.38	0.00
23	Accord Small	6.19	0.00
24	JTI-US Imported/ Aria	9.52	0.00
25	Export Large	9.52	0.00
26	Export Small	8.57	0.00
27	Vantage Large	8.57	0.00
28	Vantage Small	7.61	0.00

Product List

	A	B	C
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

(1) Select Price Group

- Confirm Product Checklist on right side

(2) Click [Update]

(3) Click [Save] after editing Name, Price, and Box Price

Price Group Update

Price Group Update

PriceGroup No : 1

Group Name : Du Maurier/Player's Small

Group Each Price : \$8.30

Group Box Price : \$75.46

Save Close

- For items with prices that will change together, enter them within a Price Group
- Can easily change prices for multiple products after creating new Group
- Can create up to 200 groups

3. Data Setup

3.4 How to Make a new Price group

16:26 Sale User: cashier1 Station#:01-1 Ver:6.07.07.1

PLU Code/Barcode

Customer Info Select Customer Name Point Score Next 1

Main Flowers Functions Grocery Movie Rental Discount

New Price Group Manage Price Group New Mix and Match Add Inventory

New PI New PO Run 5700 Payment

View Charge Tran Print Barcode(C)

Make Auto PO Print Posed Barcode

Print Short Inventory List Download Contents Next

View Signed Employees

Sub Total \$1.25 HST \$0.00 Total \$1.25 HST5% \$0.00 Deposit \$0.00

Refund Exchange Minus 2 3 4 Qty Cancel Delete Exact Cash

Reprint Last Tran. Hold Print Past Tran. Product Search Open Drawer Multi Payment Credit Card Payment Debit Payment Cash Payment

Return View Hold Tran. View Last Trans. Product Lookup Search Cart

Confirm Msg

Do you want to keep the existing data ?

4

Yes No

(1) Scan targeted item

(2) Click [Function] after selecting [New Price Group]

(3) Click location to insert new [Price Group]

(4) If you wish to keep current data on Price Group, click [Yes], if you wish to delete all data and make a new list entirely, click [No]

(5) [Save] after editing Group Name, Price, and Box Price

Selection PopUp

Select the Price group No:

Close

Group 0	Group 1	Group 2	Group 3	Group 4
0-Du urrier/Playe Large	1-Du urrier/Playe Small	2-Matinee / Medaillon Large	3-Matinee / Medaillon Small	4-Peter Jackson Large
5-John Player's Standard Large	6-John Player Standard Small	7-Du Maurier Special/AC Large	8-Du Maurier Special/AC Small	9-Rothman / BH Large
10-Rothman / BH Small	11-BH Super Slims	12-Number 7 Large	13-Number 7 Small	14-Canada Classic Large
15-JTI-US Imported/ Aria	16-Export Large	17-Export Small	18-Vantage Large	19-Vantage Small
20-Macdonal Specail	21-Studio/ Legend Large	22-Studio/ Legend Small	23-Podium Large	24-Podium Small
25-Swisher Sweets 5/oz	26-Prime Time Single	27-Cigarette Paper	28-Blunt Wrap	29-test
30-48-	31-49-	32-50-	33-51-	34-52-
35-53-	36-54-	37-55-	38-	39-

Price Group Update

Price Group Update

PriceGroup No : 44

Group Name : test

Group Each Price : \$7.99

Group Box Price : \$0.00

5ave Close

3. Data Setup

3.4 Product : MainMenu → BackOffice → Product

PD List cashier1 Station#:01-1 Ver.6.07.07.1

Today New PD 07/31/10 All By Barcode By Name By Vendor By Manufacture By Shelf By Category Return

Refresh Office Printer Print Barcode Category Update Required Point Excluded Effective Data Special Sale Inventory Item Refill Only Download to Excel New PD Edit PD

	All	Code	Barcode	Name	Price	1st Cate	2nd Cate	3rd Cate	Size	Manuf acture	Cost	Ma in
1	<input type="checkbox"/>											
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												

Select Category Change Sale Price
Select Manufacture Change Regular Price
Select Vendor Change Cost
Select Size Change Box Cost
Change Refill Status Delete Batch
Correct Category Data Make New PriceGroup
Reset Margin Code Print
Change Tax Check duplicate barcode

(1) Search by Category

(2) Search by Manufacture

(3) Insert new product

- Can look at entire product list on screen
- Can search list either by name, vendor, category, or manufacture
- Can edit selected products

3. Data Setup

3.5 Product Information Detail: Product Edit form

The screenshot shows the 'NEW PRODUCT' form with several tabs at the top: 'Basic Info', 'Liquor/Box/GAS' (highlighted in purple), 'Sauna/Book', 'Forced Modifier', 'Others', and 'ECommerce'. A 'Return' button is on the right. The form contains various input fields and checkboxes. Annotations with arrows point to specific elements: (1) points to the 'Liquor/Box/GAS' tab; (2) points to the 'Minus Price' checkbox; (3) points to the 'Price By Margin' button; (4) points to the 'Update Inventory' button; and (5) points to the 'Liquor/Box/GAS' tab. The form fields include: PD Code (000035), Barcode (012546915830), Buying Barcode, PD Name (BUBBLICIOUS), Edit PD Name button, Minimum Stock (0), Shelf Nm, Select Shelf button, Star, Vendor (NA-001), Manufacture (CADBURY ADAMS-009), Category (Confectionary-030), Gums-030001, Size (Regular-001), Cost (0.00), R. Price (1.19), Price (1.19), Margin (0%), Price Change button, Price By Margin button, HST, HST5%, TAX Included, Delete, Save, and Update Inventory buttons. There are also checkboxes for Price Prompt, Inventory Item, Food Stamp Item, Serial Required, Non Discount Item, Minus Price, Pound Style, Has No Price, Refill PD, and Movie Rental. A 'Load Picture' button is labeled '(225 x 300) (jpg only)'. A 'Change Stock Qty' button is also present.

- (1) **Check PricePrompt**
prompt asking for exact price will appear
- (2) Needed when using only cash register during sale

- (2) **Minus Price**
- Price will appear as a negative number

- (3) **Price By Margin**
- After entering Cost, enter margin to automatically find price

- (4) **Change Stock Qty**
- After entering current stock price, click [Update Inventory] to save on database

- (5) **Assigning Box Barcode**
-For Bundled/Box/GAS/Liquor tabs

- Main form for Editing Items
- Product Name, Category, and Price can be edited (in Purple boxes)

3. Data Setup

3.6 Product Information Detail: Product Edit form → Box Barcode

NEW PRODUCT

Basic Info Liquor/Box/GAS Saunas/Book Forced Modifier Others ECommerce Return

☐ Cash Back ☒ Point Available
☐ PIN Type
☐ Fixed Style ☐ Gift Card
☐ Age Check Required

Discount Rate 0

PriceA 0.00
PriceB 0.00
PriceC 0.00

Box Information
Box Barcode
Unit Cnt Per Box 1
Box Cost 0.00
Box Price 0.00
TAX1 USED? ☒ TAX2 USED? ☐

Bundled Price
☐ Bundle price Used

	Qty	Price
Bundle 1	0	0.00
Bundle 2	0	0.00
Bundle 3	0	0.00
Bundle 4	0	0.00
Bundle 5	0	0.00

LCBO
Product Size:
Country:
LCBO PR 0.00
Deposit 0.00
☐ Deposit Return

Price Change Reservation
☐ Price Change Reservation Used
(mm/dd/yy)
Start Date Change Date
End Date Change Date
Sale Price 0.00

GAS
☐ GAS Type
Price per liter 0.00

Save

(1) Enter Box Barcode

(2) Enter Cost per unit in box

(3) Enter total cost of box

(4) Enter Price of Box

- Can edit Box Barcode, Costs, and Price
- System Inventory Qty shows number of units, not of boxes
- If box barcode is scanned during sales, information is retrieved from box database

4. Daily Batch

4.1 Batch Overview

BATCH

Start Date
05/02/10

End Date
//

Change
Duration

Open Batch
Only

Get Sales
From TranM

Return

	STORE #	BATCH #	STATUS	Date	Tax1	Tax2	Gross	Net	Comm.	CASH	CREDI T	DEBIT	CHEC K	CASHC	G
1	01	100722	OPEN	Thu	14.11	0.00	291.02	168.91	108.00	291.02	0.00	0.00	0.00	0.00	
2	01	100713	CLOSE	Tue	39.26	0.00	110.97	71.68	0.03	(12.09)	0.02	0.00	0.00	0.00	
3	01	100712	CLOSE	Mon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Print

Account
Summary

Office
Printer

Transactions Review

Batch Summary

Cashier List

Category Sale List

PD Sale List

Sale Summary

	Cnt	Amount
Sale	50	292.27
Refund	1	-1.25
Adjustment Plus	0	0.00
PayOut	0	0.00

2

Total	51	291.02
-------	----	--------

Payment Summary

	Cnt	Amount
Cash	49	291.02
Credit	0	0.00
Debit	0	0.00
Check	0	0.00
Gift	0	0.00
Rewards	0	0.00
Coupon	0	0.00
Charge	0	0.00

3

Total	291.02
-------	--------

	Cnt	Amt
Visa	0	0.00
Master	0	0.00
Amex	0	0.00
Discover	0	0.00
Debit	0	0.00
Sum	0	0.00

Sale

Refund

Adjust+

PayOut

292.27	-1.25	0.00	0.00
--------	-------	------	------

Print Ontario

Account
Summary
Ontario

Rebatch again

M-D Check

Correct
Category

Make
Summary
TranM
Commission

Rebatch

- Batch is created once a day. Ordinarily Cash is deposited in bank and Credit is received from corresponding credit company
- Every time a new employee manages the station, current Cashier is closed and a new Cashier is opened
- Sale Summary and Payment Summary must equal

4. Daily Batch

4.2 Cashier Overview

CASHIER

	TERMINAL#	BATCH#	CASHIER#	CLERK	STATUS	START	+ NET CASH	=EXPECTED	- FINAL	= Diff.	S.TIME
1	01-1	100722	01	ADMIN	OPEN	150.00	291.02	441.02	\$0.00	\$0.00	10:03
2	01-1	100713	01	ADMIN	CLOSE	150.00	(12.09)	137.91	137.91	0.00	17:39
3	01-1	100712	01	ADMIN	CLOSE	150.00	0.00	150.00	150.00	0.00	12:05
4	01-1	100707	02	ADMIN	CLOSE	150.00	43.30	193.30	193.30	0.00	09:15

Return
Print
Print Detail Tran.

Summary | **Final Money** | **Closing** | **Transaction review** | **Cancelled Transactions** | **Category Sale list**

Sale Summary

	Cnt	Amount
Sale	50	292.27
Refund	1	-1.25
Adjustment Plus	0	0.00
PayOut	0	0.00
Total	51	291.02
DropOut	0	0.00

Payment Summary

	Cnt	Amount
Cash	49	291.02
Credit	0	0.00
Debit	0	0.00
Check	0	0.00
Gift	0	0.00
Rewards	0	0.00
Coupon	0	0.00
Charge	0	0.00
Total	49	291.02

	Sale	Refund	Adjust+	PayOut
Cash	292.27	-1.25	0.00	0.00
Credit	0.00	0.00		
Debit	0.00	0.00		
Check	0.00	0.00		
Gift	0.00	0.00		
Rewards	0.00	0.00		
Coupon	0.00	0.00		
Charge	0.00	0.00		

	Cnt	Amt
Visa	0	0.00
Master	0	0.00
Amex	0	0.00
Discover	0	0.00
Debit	0	0.00
Sum	0	0.00

- Batch is created once per day. Ordinarily Cash is deposited in bank and Credit is received from corresponding credit company
- Every time a new employee manages the station, current Cashier is closed and a new Cashier is opened
- Sale Summary and Payment Summary must equal

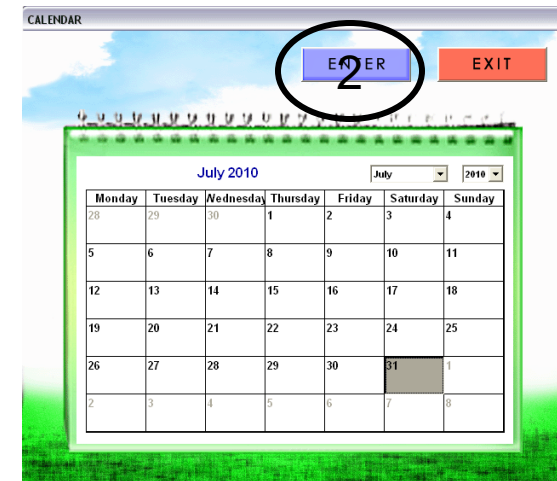
4. Daily Batch

4.3 One station with two shifts

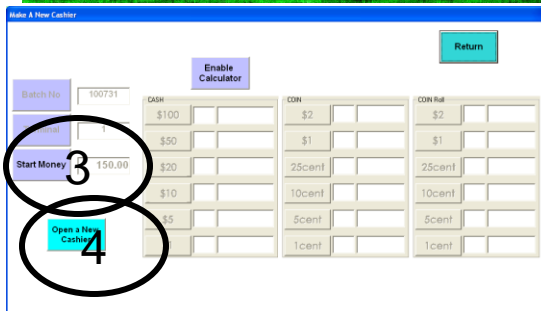
1. Start of Day: Opens both Batch and Cashier



(1) Click [Start of the Day] and a pop-up will ask for a password. Enter the password.



(2) If date is correct, click [Enter]



(3) Click [Start Money] to enter the amount of \$ already in at the beginning

(4) If Start Money is correct, click [Open] to open cashier

2. Cashier Shift

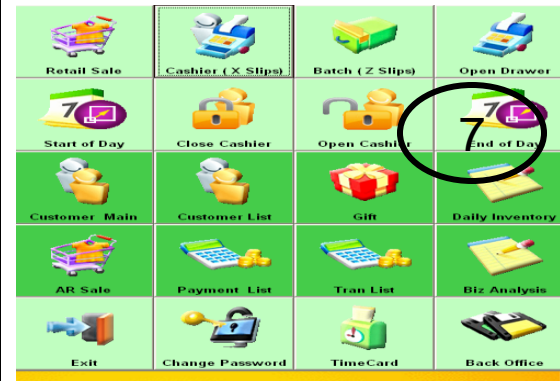


(5) After end of shift, click [Close Cashier] to close cashier



(6) New employee must click [Open Cashier] to start the shift

3. End of Day: Closes both Batch and Cashier



(7) 마지막 근무자는 [End of Day]를 눌러서 캐쉬어와 배치를 동시에 close 한다

	Starting Shift	Ending Shift
• 1 st Worker	Start of Day	Cashier Close
• 2 nd Worker	Cashier Open	Cashier Close
• 3 rd Worker	Cashier Open	End of Day

	Starting Shift	Closing Shift
• 1 st Worker	Start of Day	Cashier Close
• 2 nd Worker	Cashier Open	End of Day

	Start the job	End the job
Morning Station #1	Start of Day	Cashier Close
Morning Station #2	Cashier Open	Cashier Close
Evening Station #2	Cashier Open	Cashier Close
Evening Station #1	Cashier Open	End of Day

5. User Mgmt

5. 1. A New User: MainMenu → BackOffice → User Mgmt

User / Employee Mgmt

User Search
All

New User 1

Change Pay Start Date
07/27/09 From To

Change Duration

	Card No.	ID	Name	Hours	HourS.
1	1	cashier1		0	0.00
2	2	cashier2		0	0.00
3	3	cashier3		0	0.00
4	3000001	ADMIN	OWNER	0	0.00
5	4	cashier4		0	0.00
6	99	Manager		0	0.00
7					
8		Sum		0.00	
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Office Printer Receipt Printer

Edit Timesheet Permission

Name

Password

Phone No. () -

Cellular () -

Address

City

State/Zip

Joined Date

Birth Date / / (mm/dd/yy)

Commission %

Hour Salary

Save Delete

Return

New Customer Registration

New Employee

User ID 2 User Pwd 3

Card No. 4 (swipe the card)

Phone No. () -

Cellular () -

Address

City

State/Zip

Birth Date / / (mm/dd/yy) 5

Comment

Hour Salary \$0.00

6 Save

Return

- Used to edit User Info
- [Admin] must always exist. Cannot be deleted
- User ID, User Pwd, Card No must always be unique

(1) Click [New User]

(2) Enter User ID (up to 12 chars)

(3) Enter User Password

(4) Obtain Card Number by swiping

(5) Enter other Info

(6) Click [Save]

5. User Mgnt

5. 2. Setting User Permission: MainMenu → BackOffice → User Mgnt

User / Employee Mgmt

User Search
All

New User

cashier1

Return

Edit Timesheet **Permission**

☒ Logon(Server) Allowed **2**

☒ Cashier Allowed

☐ Manager Allowed

☐ Admin Allowed

Change Pay Start Date

Change Duration

07/27/09 From To

Card No	ID	Name	1 hours	ourS	
1	cashier1		0	0.00	
2	cashier2		0	0.00	
3	cashier3		0	0.00	
4	3000001	ADMIN	OWNER	0	0.00
5	cashier4		0	0.00	
6	99	Manager	0	0.00	
7					
8	Sum		0.00		
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Office Printer Receipt Printer

Save **3**

- Allows specific permission to various users
- 4 kinds of permission
 1. Logon(Server): Allows Program logons and transactions
 2. Cashier: Allows cash handling
 3. Manager: In case manager permission is needed
 4. Admin: Allows critical system input in case of security

(1) Select user

(2) Select assigned permissions

(3) Click [Save]

5. User Mgmt

5. 3. Update and Delete: MainMenu → BackOffice → User Mgmt

User / Employee Mgmt

User Search
All

New User

Return

cashier1

Edit Timesheet Permission

Change Pay Start Date

Change Duration

07/27/09 From To

Card No	ID	Name	Hour	HourS
1	cashier1		0	0.00
2	cashier2			0.00
3	cashier3			0.00
4	3000001	ADMIN	0	0.00
5	4	cashier4		0.00
6	99	Manager		0.00
7				
8		Sum	0.00	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Office Printer Receipt Printer

Name

Password

Phone No. () -

Cellular () -

Address

City

State/Zip

Joined Date 080720

Birth Date / / (mm/dd/yy)

Commission 0 (%)

Hour Salary \$0.00

Save

Delete

- Stores and edits user info

(1) Select User

(2) Enter info

(3) Click [Save]

(4) Click [Delete] to delete User

5. User Mgnt

5. 4. Timesheet: MainMenu → Timesheet

TIMESHEET

Return

Today 07/31/10 (MM/DD/YY)

Card No or Password 1

Sign In

Sign Out

TIMESHEET

Return

Today 07/31/10 (MM/DD/YY)

Card No or Password 1
cashier1

Sign In 3 17:58:32

Sign Out 4

Scan the Barcode

SCAN the Employee card 2

Exit

BackSpace

7 8 9

4 5 6

1 2 3

Cancel 0 Enter

(1) Click [EmployeeID]

(2) Scan Employee Card

(3) Enter starting time and click [StartToday]

(4) Enter closing time and click [EndToday]

5. 5. Timesheet Mngt: MainMenu → BackOffice → User Mngt

User / Employee Mnt

User Search

All

New User

Change Pay Start Date

07/27/09

Change Duration

From 07/01/10 To 07/31/10

Card No

ID

Name

Hours

HouS.

1

cashier1

0

0.00

2

cashier2

0

0.00

3

cashier3

0

0.00

3000001

ADMIN

OWNER

0

0.00

5

cashier4

0

0.00

6

99

Manager

0

0.00

8

Sum

0.00

Office Printer

Receipt Printer

Return

Edit

Timesheet

Permission

Delete

Insert

Update

Office Printer

Rcpt Printer

CARD NO

DATE

START

END

Hrs

T.Hrs

1

07/31/10

72.2

90.0

17.58

17.58

- Used to edit the time shifts of workers

(1) Select user

(2) Click [TimeSheet]

(3) Select shifts of worker

(4) Indicate on timesheet list

5. User Management

5.6. Permission: MainMenu → BackOffice → Menu Permission

Menu Permission							
Void Order	No Check	Logon	Cashier	Manager	Setup	Not Allowed	<div>Return</div>
ReOpen	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Refund	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
PD Lookup Price CH	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Point Update	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Discount	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Cancel	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Open Drawer	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Batch Cashier	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
BackOffice	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Issue Free Gift	No Check	Logon	Cashier	Manager	Setup	Not Allowed	
Gift Form	No Check	Logon	Cashier	Manager	Setup	Not Allowed	

- Set permission for each Function
- If you do not wish to do a permission check, select [No Check]

(1) Click desired label to set permission to a worker

6. Inventory

6.1. Simple Inventory

NEW PRODUCT

Basic Info Liquor/Box/GA S Sauna/Book Forced Modifier Others ECommerce Return

NEW PRODUCT

PD Code 000082 Barcode 031200017109 Buying Barcode

PD Name Ocean Spray 100% Orange Edit PD Name Minimum Stock 0 Select Shelf

PD Name2

Star

Vendor NA-001

Manufacture OTHERS-020

Category Drinks-040 Select Category

Size 473 ml-003

Cost 0.00

R. Price 7.99 Price Change

Price 7.99 Price By Margin

Margin 0%

☒ HST ☐ HST5% ☐ TAX Included

Delete 2 Save Update Inventory 1

Price Prompt Minus Price

☒ Inventory Item ☐ Pound Style

☐ Food Stamp Item ☐ Has No Price

☐ Serial Required ☐ Refill PD

☐ Non Discount Item

Sold Cnt 0

Movie Rental

☐ Movie Rental Rented

Rental Days 0

Late Charge 0.00

Sale Price 0.00

Change Stock Qty

Start Qty 0

- Sale Qty 2

Stock Qty 2

(225 x 300) (jpg only)

Load Picture

(3) The minimum Qty when stock is automatically increased with orders

(1) To set inventory Qty manually, click Update

(2) Click [Save] to save on database

- Simple inventory automatically reduces/increases Qty depending on sales and purchases
- Must put in starting inventory

6. Inventory

6.2. Inventory Update

13:42 Sale User: ADMIN Station#:01-1 Ver.6.07.07.1

PLU Code/Barcode Customer Info Select Customer Name Point Grade Item# 2

Main		New Price Group	New Mix and Match	2 Overwrite Inventory	
Flowers		Manage Price Group	Manage Mix and Match	Add Inventory	
Functions					
Grocery		New PI	New PO	Run S700 Payment	
Movie Rental		View Charge Tran		Print Barcode(C)	
			Make Auto PO	Print Pound Barcode	
Discount		Print Short Inventory List			
	Next	View Signed Employees		Download Contents	Next

Item	Price	Qty	Sum	Tax
1 Ice	1.25	1.0	1.25	
2 Ice	1.25	1.0	1.25	
1				
SubTotal \$2.50				
HST \$0.00				
HST5% \$0.00				
Deposit \$0.00				
			Total	\$2.50

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Debit Payment	Cash Payment
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart				

(1) Scan Items

(2) Click [Function] category, then select [Overwrite Inventory]

- Can easily update inventory using barcodes
- After scanning, press [Add Inventory] to increase inventory by the number of items scanned

6. Inventory

6.3. Examining Inventory List : Main Menu → BackOffice → Inventory

Inventory List ADMIN Station#:01-1 Ver.6.07.07.1

Today Receive	All	By Code	1 By Name	By Vendor	By Category	By Recon. Status	Refill	Auto Order	Auto Order M	Return
				OKBA-001			Special Sale			Edit PD

Refresh	Office Printer	3 Make PO	Change Recon.
---------	----------------	------------------	---------------

	<input type="checkbox"/> All	Vendor	V.Code	Code	Name	COST	PRICE	Auto	QTY	Start	Sale	In	Out	Cost
1	<input type="checkbox"/>	NA		000004	CIGARETTE F	0.00	1.19	0	0	0	0	0	0	0.0
2	<input type="checkbox"/>	NA		000005	CIGARETTE F	0.00	1.77	0	0	0	0	0	0	0.0
3	<input type="checkbox"/>	NA		000009	W	0.00	8.99	0	0	0	0	0	0	0.0
4	<input type="checkbox"/>	NA		000010	ROCKSTAR W	7.19	7.99	0	-3	0	3	0	0	0.0
5	<input type="checkbox"/>	NA		000014	HAIRSTYLE	5.56	7.99	0	3	2	0	1	0	0.0
6	<input type="checkbox"/>	NA		000017	NEW COMME	0.00	13.99	0	0	0	0	0	0	0.0
7	<input type="checkbox"/>	NA		000018	NEIGHBORS	0.00	9.99	0	0	0	0	0	0	0.0
8	<input type="checkbox"/>	NA		000020	SHORT STYL	5.56	6.95	0	0	0	0	0	0	0.0
9	<input type="checkbox"/>	NA		000022	HAIR STYLE C	5.56	6.95	0	0	0	0	0	0	0.0
10	<input type="checkbox"/>	NA		000024	XXL	0.00	4.95	0	0	0	0	0	0	0.0
11	<input type="checkbox"/>	NA		000026	ENQUIRER	0.00	3.95	0	0	0	0	0	0	0.0
12	<input type="checkbox"/>	NA		000027	GLOBE	0.00	3.95	0	0	0	0	0	0	0.0
13	<input type="checkbox"/>	NA		000029	QUARTER PO	0.00	1.99	0	0	0	0	0	0	0.0
14	<input type="checkbox"/>	NA		000033	CHICLETS	0.00	1.29	0	0	0	0	0	0	0.0
15	<input type="checkbox"/>	NA		000035	BUBBLICIOUS	0.00	1.19	0	0	0	0	0	0	0.0
16	<input type="checkbox"/>	NA		000037	BUBBLICIOUS	0.00	1.19	0	0	0	0	0	0	0.0
17	<input type="checkbox"/>	NA		000042	Schweppes Gi	0.00	1.77	0	-10	0	10	0	0	0.0
18	<input type="checkbox"/>	NA		000044	Charcoal Lumj	0.00	5.99	0	0	0	0	0	0	0.0
19	<input type="checkbox"/>	NA		000045	ROYAL OAK C	0.00	3.99	0	0	0	0	0	0	0.0
20	<input type="checkbox"/>	NA		000046	KIPPERED BE	0.00	1.99	0	0	0	0	0	0	0.0
21	<input type="checkbox"/>	NA		000067	SWISHER SW	0.00	5.49	0	0	0	0	0	0	0.0
22	<input type="checkbox"/>	NA		000070	POM POM OPI	0.00	5.71	0	0	0	0	0	0	0.0
23	<input type="checkbox"/>	NA		000072	CELEBRITY H	4.76	5.95	0	0	0	0	0	0	0.0
24	<input type="checkbox"/>	NA		000074	PLAYBOY WR	7.19	8.99	0	0	0	0	0	0	0.0

(2) Can check and make changes to multiple products

(3) Click [Make PO] to create purchase order for checked items

(1) Pick Products to Examine

- [Today Received]: Items received today
- [All]: All products are shown
- [By Barcode]: Search by barcode
- [By Name]: Search by name
- [By Vendor]: Search by vendor
- [By Category]: Search by Category
- [Auto Order]: Products that need to be ordered automatically
- [Auto Order M]: Products with less than the required stock

7.1. Basic Sale Buttons

13:45

Sale

User: ADMIN

Station#:01-1

Ver.6.07.07.1

PLU Code/Barcode

Customer Info

Select Customer

Name

Point

Grade

Item#

3

Main				General Training	Run \$700 Payment	Item	Price	Qty	Sum	Tax
Flowers		LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT	1 Ice	1.25	1.0	1.25	
Functions		HST	Cigars _ GST ONLY	PST ONLY	Grocery _ No Tax	2 Ice	1.25	1.0	1.25	
Grocery		Ice \$1.25		3 Price	pound test \$3.00/lb	3 Ice	1.25	1.0	1.25	
Movie Rental		20% discount		Long_D Card	CASH BACK					
		Manual Barcode Entry	Print Magazine return							
Discount		Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20					
	Next	Calculator	Check Price	Get last new barcode	Next					
						SubTotal	\$3.75		Total	
						HST	\$0.00			
						HST5%	\$0.00			
						Deposit	\$0.00			
									\$3.75	

Refund	Exchange Minus	6	4	2	5	4	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Cash Payment
	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart	Debit Payment		

(1) Select Product

(2) Click [Qty] to edit number of purchased items

(3) Click [Price] to edit price

(4) Click [Delete] to delete 1 item from shopping cart

(5) Click [Cancel] to delete all items from shopping cart

(6) Can pick number of selected items quickly by pressing these buttons

- Highlight specific item from shopping cart and perform functions using above buttons

7.2. Printer-Related Buttons

13:56

Sale

User: ADMIN

Station#:01-1

Ver.6.07.07.1

PLU Code/Barcode

Customer Info

Select Customer

Name

Point

Grade

Item#

0

Main				General Training	Run S700 Payment						
Flowers		LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT						
Functions		HST	Cigars _ GST ONLY	PST ONLY	Grocery _ No Tax						
Grocery		Ice \$1.25		Price	pound test \$3.00/lb						
Movie Rental		20% discount		Long_D Card	CASH BACK						
		Manual Barcode Entry	Print Magazine return								
Discount		Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20						
	Next	Calculator	Check Price	Get last new barcode	Next						

SubTotal	\$0.00	Total	
HST	\$0.00		
HST5%	\$0.00		
Deposit	\$0.00		
			\$0.00

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran. 3	Hold	Print Past Tran. 2	Product Search	Open Drawer				
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart	Multi Payment	Credit Card Payment	Debit Payment	Cash Payment

(3) In case you wish to re-print transaction, click [Print this Tran]

1

(1) Originally the receipt is not printed. If you wish to print the receipt, click [Print Option], and vice versa

(2) To re-print last transaction, click [Last Reprint]

7. 세일 화면

7.3. Refund with Receipt barcode scanning

Pay \$20	SubTotal \$0.00 Total		
Next	HST \$0.00 \$0.00		
	HST5% \$0.00		
	Deposit \$0.00		

Qty	Cancel	Delete	Exact Cash
Multi Payment	Credit Card Payment	Debit Payment	Cash Payment

Scan Barcode

Back Space Return

Scan the Receipt if you have a receipt

2

7	8	9
4	5	6
1	2	3
Cancel	0	Enter

1	Ice	1.25	-1.0	(1.25)
3				
SubTotal \$-1.25 Total				
HST \$0.00 \$-1.25				
HST5% \$0.00				
Deposit \$0.00				

(1) To issue refund, click [Refund]. Then Payment button will appear in red

(2) Scan customer's receipt

(3) Leave in Items you wish to refund, [Void] the rest. Then click Payment to end transaction

- Refund and Sales have same interface.
- But Refund Payment is in red
- Can either scan receipt or the code of the product you wish to refund

7. Sale Screen

7.4. Refund without Receipt barcode scanning

Pay \$20	SubTotal \$0.00 Total		
Next	HST \$0.00 \$0.00		
	HST5% \$0.00		
	Deposit \$0.00		

Qty	Cancel	Delete	Exact Cash
Multi Payment	Credit Card Payment	Debit Payment	Cash Payment

Scan Barcode

Back Space Return

Scan the Receipt if you have a receipt

7 8 9

4 5 6

1 2 3

Cancel O Enter

1 LOTTO 5.00 -1.0 (5.00)

3

SubTotal \$-5.00 **Total**

HST \$0.00

HST5% \$0.00 **\$-5.00**

Deposit \$0.00

(1) To refund, click [Refund]. Then Payment buttons will appear in red

(2) Click [Return]

(3) Scan barcode of refunded product on main screen, then click Payment to end transaction

- Refund and Sales have same interface
- But Refund Payment will appear in red
- Can either scan receipt or product

7.5. Exchange



2 Exchange

(1) If you wish to sell 1st product, but return the 2nd, put both products in shopping cart

(2) After selecting item from shopping cart, click [Exchange Minus]

(3) Product's price will appear as negative

- Used in case of returns
- Payment will appear in red if the price is to be negative
- If negative, [Multiple Payment] will not function

7. Sale Screen

7.6. Hold and Restore

14:48 Sale User: ADMIN Station#:01-1 Ver.6.07.07.1

PLU Code/Barcode Customer Info Select Customer Name Point Grade Item# 1

Main				General Training	Run S700 Payment
Flowers	LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT	
Functions	HST	Cigars _ GST ONLY	PST ONLY	Grocery _ No Tax	
Grocery	Ice \$1.25		Price	pound test \$3.00/lb	
Movie Rental	20% discount		Long_D Card	CASH BACK	
	Manual Barcode Entry	Print Magazine return			
Discount	Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20	
	Calculator	Check Price	Get last new barcode	Next	

Item	Price	Qty	Sum	Tax
1 Ice	1.25	1.0	1.25	

SubTotal \$1.25 HST \$0.00 Total \$1.25

Refund Exchange Minus 2 3 4 Qty Cancel Delete Exact Cash

Reprint Last Tran. 1 Hold Print Past Tran. Product Search Open Drawer Multi Payment Credit Card Payment Debit Payment Cash Payment

Return 2 View Last Tran. Product Lookup Search Cart

<Holding>

(1) After scanning item, click [Hold]

- No Limit to # of transactions you can Hold
- If no Payment is made to transactions on Hold, it is automatically Void and will be indicated as such on Report

View Active Transactions

	Type	Status	Recpt#	Time	Amt
1	Sale	Open	01 0000	14:49	1.25
2			Ice 3		1.25
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Return

<Restoring>

(2) Click [View Hold Tran]

(3) Select transaction you wish to restore

7. Sale Advance

7.8 Multipayment

Payment

Sale Amount	\$1.25
Due Amount	\$1.25

Visa

2

Sale Payment \$1.25

Payment Type

Cash	1 Visa	3 MasterCard
Amex	Debit	Check
Gift	Rewards	Discover and Other
Coupon and Others		

5 Return **4** Clear Print Option

- Click relevant payment method
- Can mix different kinds of payment (up to 7)
- Gift cards can be used here
- Point Card rewards can be used here

(1) Pay using Visa

(2) Visa Pay result will appear

(3) Pay the rest with Mastercard

(4) If mistake is made, press [Clear] and re-do

(5) If cash is handled, press [Return] and change

7. Sale Advanced

7.9 Mix and Match

15:02 Sale User: ADMIN Station#01-1 Ver 6.07.07.1

PLU Code/Barcode

Customer Info Customer

Main Flowers Functions Grocery Movie Rental Discount

New Price Group New Mix and Match Manage New Group Manage Mix and Match Add Inventory

New P1 New PO New 5/68 Payment

View Change Tran Post Barcode(C)

Print Short Inventory List Make Auto PO Print Pound Barcode

View Signed Employees Download Contents Next

Sub Total \$1.25 Tax \$0.00 GST \$0.00 HST \$0.00 Deposit \$0.00 Total \$1.25

Refund Exchange Minus 2 3 4 Qty Cancel Delete Exact Cash

Reprint Last Tran Hold Print Past Tran Product Search Open Drawer Multi Payment Credit Card Payment Debit Payment Cash Payment

Return View Hold Tran View Last Trans Product Lookup Search Cart

Confirm Msg

Do you want to keep the existing data ?

4

Yes No

(1) Scan selected items

(2) Click [Function] category and select [New Mix and Match]

(3) Select location to put in new [Group]

Selection Popup

Select the BundleNo:

Close

Group 0	Group 1	Group 2	Group 3	Group 4
0-2 For \$3.00	1-2 For \$2.0	2-3 for 2.5	3-3 For \$2.00	4-2 for \$6.00 Doritos Discount
5-Lays 2 For \$6.00	6-Ruffles 2 For \$6.00	7-	8-Mars 2 for \$1.99	9-Dentyne 2 For \$1.79
10-Easter egg 2 For \$1.39	11-	12-Mixed 2 For \$1.99	13-	14-2 For \$3.00
15-3 For \$1.00	16-Uu Maurier AC 2 Pak Snocail	17-Du Maurier L. 2 For	18-	19-Special 2For One Price
20-Special 2For One Price	21-Special 2For One Price	22-Special 2For 1 Price	23-	24-2 For \$18.00
25-2 For \$1.50	26-2 For \$10.00	27-2 For \$5.00	28-	29-
30-	31-	32-	33-	34-
35-	36-	37-	38-	39-
40-	41-	42-	43-	44-
45-	46-	47-	48-	49-
50-	51-	52-	53-	54-
55-				

3

Bundled Price Update

Bundled Price Update

Bundle No : 28

Bundled Cnt : 0

Bundled Price : \$0.00

Bundle Name :

Bundled Discount Amt: \$0.00

Status: ☐ Active

5ave Close

(4) If you wish to put it within existing Group, click [Yes], if you wish to delete entire previous group and start anew, click [No]

(5) Enter in bundle No, Cost, Name, Price, and other info, then click [Save]

7.10 Carton (Box) Sale

Sale		User:	Station#:01-1		Ver.4.06.27.1 DB:kff			
PLU Code/Barcode		Customer Card		Name	Point	Item# 1		
Main		LOTTO	PAYOUT	Ice \$2.49	Manual Barcode Entry	1 Player's Original SR. 1 70.00 1 70.00 Y UP		
Non Barcode PD		INSTANT	PAYOUT	Golf Balls		>> Box Sale(10 items)		
Functions		PST_GST	GST ONLY	News Paper				
Movie Rental		PST ONLY	NO TAX	Stamps				
		Open Drawer						
	Next	Age Verification	Calculator	Calculate Change	Next			
					SubTotal \$70.00	Total \$73.50		
					GST \$3.50			
					PST \$0.00			
Refund	Exchange Minus	2	3	4	Qty	Price	Delete	Cancel
Save	Hold	Amex	Multi Payment	Debit	Print Past Tran.	Print Option	Cust Lookup	
Return	View Hold Tran.	Master	Visa		View Last Trans.	Reprint Last Tran.	Product Lookup	Cash

(1) After scanning box barcode, sale is possible. Can edit stock quantity

8. Reports

Transaction Lookup ADMIN Station#01-1 Ver.6.07.07.1

8.1 Tran List

Change Date 08/01/10 Scan Receipt 4

Return

Office Printer

Non Sale By Payment Detail All

	Type	Status	Recpt#	Cust#	Date	Time	Cashier	Amt	Cash	Credit	Debit
1	<input type="checkbox"/> Sale	Open	100731-0002		08/01/10	14:49	ADMIN	\$1.25	\$0.00	\$0.00	\$0.00
2	<input type="checkbox"/> Sale	Paid	100731-0001		08/01/10	10:12	cashier1	\$10.19	\$10.19	\$0.00	\$0.00
3											
4											
5											
6											
7											
8											
9											
10											
11											

1

3

View Tran

Tip1:Short Function

-Click column header on All Reports and list will shorten by column

1. Below are types of Reports

- Tran List: All transactions are shown
- Payment List: All payment transactions are shown
- PD List: All product info is shown

2. Use [View Tran] to examine transaction individually

(1) Will show all transaction reports for the day

(2) Used to view transactions from yesterday

(3) Click [View Tran] for detailed query


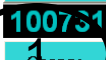


(4) Click [Scan Receipt] to examine specific transaction

8. Reports

8.2 Payment List

Payment List

This Cashier				This Batch				By Payment Type			
	Order #	Type	P Type	Card #	Autho Type	Amt	Fee	Approva l #	Record(Trout)	Ref #	CB Amt
1	100731-0001	Sale	Cash		0	\$10.19	0.00				0.00
2											
3						TOTAL	10.19				
4											
5											
6											
7											
8											
9											
10											
11											
12											


100731




(1) Used to view transactions from yesterday

(2) Click View Order for detailed query

- In case of multi-payment, each payment will be listed separately

9.1 Credit Card Sale

15:23

PLU CodeBarcode

Customer Info

Select Customer

Save

Print

Labels

1

Ver: 6.07.07

Ver: 6.07.07

Main

Flowers

Functions

Grocery

Movie Rental

Discount

Next

LOTTO

HST

Ice \$1.25

25% discount

Manual Barcode Entry

Quick Open Cashdrawer

Calculator

INSTANT

Digres - GST ONLY

Price

Long-D Card

Print Magazine return

Cash Pay \$5

Check Price

General Training

INSTANT PAY/OUT

PST ONLY

grossed test \$3.00/b

Cash Pay \$10

Get last new barcode

Run 5780 Payment

INSTANT PAY/OUT

Grocery - No Tax

Cash Pay \$75

Next

Item

Price

Qty

Sum

Tax

Ice

1.25

1.0

1.25

SubTotal

\$1.25

HST

\$0.00

HST5%

\$0.00

Deposit

\$0.00

Total

\$1.25

1

Refund

Exchange Minus

2

3

4

Qty

Cancel

Delete

Exact Cash

Reprint Last Tran.

Hold

Print Past Tran.

Product Search

Open Drawer

Multi Payment

Credit Card Payment

Debit Payment

Cash Payment

Return

View Hold Tran.

View Last Trans.

Product Lookup

Search Cart

2

Visa Amount: \$13.00

Back

3

Visa

Return 0 Enter

\$5

\$10

\$15

\$20

\$25

\$30

\$40

\$50

\$60

\$100

\$80

The screenshot shows the 'Inet1' application window. At the top, a green bar contains the word 'Sale'. Below this, a form contains various fields for a transaction. The 'Card Number' field is highlighted with a green background and the number '4' is circled in black. The 'Amount' field displays '\$11.35'. The 'Order Number' field displays '061221-048'. The 'Server ID' field is empty. The 'TroutD' field is empty. The 'Result' field is empty. The 'Auth No' field is empty. The 'Reference' field is empty. The 'AVS Result' field is empty. The 'CVV' field is empty. The 'Process' button is circled in black. The 'Return' button is also visible.

- Uses credit approval of POS
- Currently provides service using PCCharge Module
- Process can be set in Business Setup
- Use Multiple Payment for multiple credit cards
- Credit issuers such as Visa/Master will decide according to card info

- (1) Price is \$1.25**
- (2) Select Credit Card Payment**
- (3) Click Price**
- (4) Swipe Card**
- (5) If info is correct, click [Process]**

9.2 Credit Card Refund

15:25

PLU Code/Barcode

Sale

User: ADMIN

Station: 01-1

Ver: 6.07.07.1

Save

Print

Group

Reset -1

Customer Info		Select Customer		Item	Price	Qty	Sum	Tax
Main				General Training				
Flowers	LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT			1.25	-1.00 (1.25)
Functions	HST	Cigars _GST ONLY	PST ONLY	Grocery _No Tax				
Grocery	Ice \$1.25		Price	pound test \$3.00/lb				
Movie Rental	20% discount		Long_D Card	CASH BACK				
	Manual Barcode Entry	Print Magazine return						
Discount	Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20				
Next	Calculator	Check Price	Get last new barcode	Next				

Sub Total \$1.25 Total \$1.25

HST \$0.00

HST10% \$0.00

Deposit \$0.00

Visa Amount:

\$13.00 Back

1 2 3

4 5 6

7 8 9

Return 0 Enter

Visa

\$5 \$10 \$15

\$20 \$25

\$30 \$40

\$50 \$60

\$100 \$80

The screenshot shows the 'Inet1' application window. The main title bar is blue with the text 'Inet1' and a close button. The application window has a white background. At the top, there is a green rectangular button labeled 'Sale'. To the right of this button is a light blue rectangular button labeled 'Return'. Below the 'Sale' button, there is a large white rectangular area containing a form. The form has several fields: 'Card Number' (with a circled '4'), 'Issue Name', 'Member Name', 'Expire Date' (with '(mmyy)' next to it), 'Actual Tip Amt' (with '\$0.00'), 'Expected Tip', 'Amount' (with '\$11.35'), 'Order Number' (with '061221-048'), 'ZIP Code', 'Server ID', 'Street', 'TroutD', 'CVV', 'Result', 'Auth No', 'Reference', 'TroutD', 'AVS Result', and 'CVV Result'. To the right of the form, there are two more light blue rectangular buttons: 'Process' (with a circled '5') and 'Clear'.

(1) Price to be refunded is \$11.35

(2) Select Credit Card Payment

(3) Click Price

(4) Swipe card

(5) If all info is correct, click [Process]

9.3 Debit Sale

15:23

PLU Code/Barcode

Sale

User: ADMIN

Station:01-1

Ver:6.07.07.01

Customer Info

Select Customer

Save

Print

Cash

Send 1

Help

Exit

Main		General Training		Run \$780 Payment	
Flowers	LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT	Use
Functions	HST	Cigars - GST ONLY	PST ONLY	Grocery - No Tax	Price Qty Sum Tax
Grocery	tax \$1.25		Price	passed test \$3.8800	1.25 1.0 1.25
Movie Rental	28% discount		Long_D Card	CASH BACK	1
Discount	Manual Barcode Entry	Print Magazine return	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20
Next	Quick Open Cashflow	Calculator	Check Price	Get last new barcode	Next

Sub Total \$1.25

HST \$0.00

HST5% \$0.00

Deposit \$0.00

Total \$1.25

Visa Amount:

\$13.00 Back

1 2 3

4 5 6

7 8 9

Return 0 Enter

Visa

\$5 \$10 \$15

\$20 \$25

\$30 \$40

\$50 \$60

\$100 \$80

The screenshot shows the 'Inet1' application window. The main title bar is blue with the text 'Inet1' and a close button. The application window has a white background. At the top, there is a green rectangular button labeled 'Sale'. Below this, the main content area is divided into two sections. The top section contains a form with the following fields: 'Card Number' (with a circled '4'), 'Issue Name', 'Member Name', 'Expire Date' (with a '(mmyy)' label), 'Actual Tip Amt' (with '\$0.00'), 'Expected Tip', 'Amount' (with '\$11.35'), 'Order Number' (with '061221-048'), 'ZIP Code', 'Server ID', 'Street', 'TroutD', 'CVV', 'Result', 'Auth No', 'Reference', 'TroutD', 'AVS Result', and 'CVV Result'. The bottom section contains three buttons: 'Return', 'Process' (with a circled '5'), and 'Clear'. The 'Process' button is highlighted with a blue background.

- In case of online debit, must enter PIN

(1) Price is \$11.35

(2) Select Debit Payment

(3) Click Price

(4) Swipe card

(5) If all info is correct, click [Process]

9.4 Debit Refund

15:25

PLU Code/Barcode

Sale

User: ADMIN

Station:01-1

Ver:6.07.07

PLU Code/Barcode	Customer Info	Select Customer	Cancel	Print	Cancel	Next	
Main			General Training	Run \$789 Payment			
Flowers	LOTTO	INSTANT	ONLINE PAYOUT	INSTANT PAYOUT			
Functions	HST	Cigars GST ONLY	PST ONLY	Grocery No Tax			
Grocery	Ice \$1.25		Price	powder test \$3.00/lb			
Movie Rental	20% discount		Long ID Card	CASH BACK			
	Manual Barcode Entry	Print Magazine return					
Discount	Quick Open Cashdrawer	Cash Pay \$5	Cash Pay \$10	Cash Pay \$20			
	Next	Calculator	Check Price	Get last new barcode			

Item	Price	Qty	Sum	Tax
Ice	1.25	-1.0	(1.25)	

1

SubTotal	\$-1.25	Total	\$-1.25
HST	\$0.00		
HST%	\$0.00		
Deposit	\$0.00		

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer				
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart				

2

Multi Payment	Credit Card Payment	Debit Payment	Cash Payment
---------------	---------------------	---------------	--------------

Visa Amount:

\$13.00 Back

1 2 3

4 5 6

7 8 9

Return 0 Enter

3

Visa

\$5 \$10 \$15

\$20 \$25

\$30 \$40

\$50 \$60

\$100 \$80

The screenshot shows the 'Inet1' application window. At the top, there is a green bar with the word 'Sale'. Below this, the main form is divided into several sections. The first section contains fields for 'Card Number', 'Issue Name', 'Member Name', 'Expire Date', 'Actual Tip Amt', and 'Amount'. The 'Card Number' field is highlighted with a red circle and the number 4. The 'Amount' field shows '\$11.35'. The second section contains fields for 'Order Number', 'Server ID', 'TroutD', 'ZIP Code', 'Street', and 'CVV'. The 'Order Number' field shows '061221-048'. The third section contains fields for 'Result', 'Auth No', 'Reference', and 'AVS Result'. On the right side of the window, there are three buttons: 'Return', 'Process', and 'Clear'. The 'Process' button is highlighted with a red circle and the number 5.

Sale	
Card Number	<div>4</div>
Issue Name	
Member Name	
Expire Date	(mmyy)
Actual Tip Amt	\$0.00
Expected Tip	
Amount	\$11.35
Order Number	061221-048
ZIP Code	
Server ID	
Street	
TroutD	
CVV	
Result	
Auth No	
Reference	
TroutD	
AVS Result	
CVV Result	

Return

Process

5

Clear

(1) Price to be refunded is \$11.35

(2) Select Visa Payment

(3) Click Price

(4) Swipe card

(5) If all info is correct, click [Process]

9. Payment Integration Mode

9.5 Reopen (Void)

Dine IN		Station#:01-1			Ver.3.2.2.1				
Point		Name		Point	Server	Table #	Order #	Guest #	ServiceFee
					ADMIN	T07	40	2	
Soup Salad S.App	Appetizer	Miso Soup2	Seafood Soup	Wanton Soup	0				
U-Don Donburi	Main Dish S.Dinner	Spicy Fish Soup	So men Soup		<input type="checkbox"/> So men Soup	\$3.95	1	Normal	UP
Sushi Sashimi	In the box	Green Salad	Seaweed Salad	Sunomono					
A La Carte(Sushi/Sashimi)	A La Carte_ETC	Spincah Salad	Kimchi (Spicy)						
Maki A-L	Maki M-Z	Sashimi A	Salmon Sashimi A	Tuna Sashimi A					DOWN
Drink Dessert	Sake Beer	Yellow Tail Sashimi A	Sushi Pizza		Sub Total GST PST Total				
Wine Spirits	Lunch Main				\$3.95 \$0.24 \$0.32 \$4.51				
Lunch Special	Next			Next	Qty	Delete M	Customer	Option	
Change Server	Note	Split Bill	Equal Bill	Save No Ticket	Modifier	Void Menu	Void Order	Reopen	
				Manager					

(1) Click [Reopen]

- Past transactions can be examined through Cashier, Batch, or TranList
- To cancel paid transactions, click [Void Order]
- To switch “Paid” status for a Paid transaction, click [Reopen]
- In case of payment integration, transaction automatically becomes void

10. Customer Card

10.1 Point at sale form

15:29 Sale 3 User: ADMIN Station#:01-1 Ver.6.07.07.1

PLU Code/Barcode Customer Info 1 Select Customer Name Point Grade Item# 1

Main	New Price Group	New Mix and Match	Overwrite Inventory
Flowers	Manage Price Group	Manage Mix and Match	Add Inventory
Functions			
Grocery	New PI	New PO	Run S700 Payment
Movie Rental	View Charge Tran		Print Barcode(C)
		Make Auto PO	Print Pound Barcode
Discount	Print Short Inventory List		
	View Signed Employees	Download Contents	Next

Item	Price	Qty	Sum	Tax
1 flower	9.99	1.0	9.99	Y

SubTotal \$9.99 Total \$11.29
HST \$1.30
HST5% \$0.00
Deposit \$0.00

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Debit Payment	Cash Payment
Return	View Hold Tran.	View Last Trans.	Product Lookup	Search Cart				

(1) Click [Select Customer]

(2) Swipe customer card

(3) Info is shown

Scan the Barcode

Scan the card or type the phone

Exit Backspace

2

Search Customer

First Name	Last Name	All	New	Return
------------	-----------	-----	-----	--------

1	A	B	C	D
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				

7	8	9
4	5	6
1	2	3
Cancel	0	Enter

- If customer card is used, click [Point]
- MSR reader or barcode reader is normally needed
- If customer info exists, it will appear, if not, customer info input form will pop up
- Point card only needs to be swiped once to be saved to database, thus can be returned to customer after 1 swipe
- Normally receives card after customer takes his/her seat, but can also receive card after bill is given to customer
- Instead of customer card number, phone number can be entered (using either 10, 7, or 4 chars)
- If 2 or more customers have same phone #, can select from customer list that appears

10.2 A new card issue at the sale form

15:29

PLU Code/Barcode

Customer Info

Selected Customer

Price

Quantity

Barcode

Sale

Station#01-1

Ver.6.07.07.1

ADMIN

Power

9.99

1.0

9.99

Sub Total

\$0.99

Tax

\$0.00

Total

\$11.29

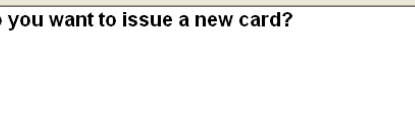
HST%

\$1.30

Deposit

\$0.00

The screenshot displays a Java Swing application with two main windows. The first window, titled "Scan the Barcode", contains a label "Scan the card or type the phone", a text field with a blacked-out input, and three buttons: "Exit", "BackSpace", and "Enter". A red circle highlights the number "2" on a numeric keypad overlay. The second window, titled "Srch Customer", features a table with columns "First Name", "Last Name", "All", "New", and "Return". The table has 24 rows, with the first row (row 1) containing data under the "First Name" and "Last Name" columns, and subsequent rows (rows 2-24) being empty. The table is currently empty except for the first row.



The screenshot shows the 'New Customer' software interface. It has a blue title bar with a 'New Customer' button and a close button. The main window is divided into two tabs: 'New Customer' (active) and 'Scan ID'. The 'New Customer' tab contains various input fields for customer information, including Customer No., Name, Phone No., Address, City, State/Zip, Birth Date, Comment, Grade, Email, Dealer, DS Rate(%), Initial Point, Card No., Tax Exempted, and Tax No. There are also buttons for 'Save' and 'Return'. The 'Scan ID' tab is currently inactive. Numbered callouts are present: '4' is on the 'Fax' label, '5' is on the 'KeyBoard' button, and '6' is on the 'Save' button.

New Customer

Scan ID

Customer No. (swipe the card)

Name

Phone No. () - Cellular () -

Address

City

State/Zip Fax ()

Birth Date / / (mm/dd/yy)

Comment

Grade

Email

Dealer

DS Rate(%) Initial Point

Card No.

Tax Exempted ☐

Tax No.

Family Card

First

Second

Third

DR ID

Driver License Swiping

WorkerID

(1) Click [Point]

(2) Swipe customer card

(3) For new cards, this popup will appear

**(4) New customer form will pop up
- enter info in order**

(5) Use touch screen for this step
- Bring cursor to field and click
[Keyboard]

(6) Click [Save]

10. Customer Card

10.3 Point and Customer Lookup

15:29 Sale User: ADMIN Station#01-1 Ver:6.07.07.1

PLU Code/Barcode

Customer Info Select customer

Main New Price Group New Price Group Overwrite Inventory

Flowers Manage Mix and Match Add Inventory

Functions

Grocery New PI New PO Run 0788 Payment

Movie Rental View Charge Tran Print Barcode(C)

Discount Make Auto PO Print Pound Barcode

Print Short Inventory List

View Signed Employees Download Contents

Next

Sub Total \$9.99 Total \$11.29

Refund Exchange Minus 2 3 4 Qty Cancel Delete Exact Cash

Reprint Last Tran Hold Print Past Tran Product Search Open Drawer Multi Payment Credit Card Payment Debit Payment Cash Payment

Return View Hold Tran View Last Trans Product Lookup Search Cart

Cust Edit

Customer Information

Customer No 8 Phone No. () - Owed Amount

Customer Name Total Amount

Comment Save Comment Total Count

Edit Tran History Loyalty History Movie Rental Scan ID

DR ID Card No

Address

Status Suspend Regular VIP (No Late Fee) Return checked rent trans View this Tape

Open tapes All tapes

A B C D E F G

2

Cust Edit

Customer Information

Customer No 8 Phone No. () - Owed Amount

Customer Name Total Amount

Comment Save Comment Total Count

Edit Tran History Loyalty History Movie Rental Scan ID

DATE TIME RECEIPT TYPE AMT CLERK

3

(1) [Cust Info]

(2) Customer Info Edit Form

(3) Customer Tran History Form

- If customer card is used by points, point rate is set in Store Management screen
- If Complex points from Store Mgmt screen are used, points are given according to payment method or customer level
- Point amount is decided based on price after tax
- Minimum price that is allowed to use points can be set in Store Mgmt screen
- Customer Info and his/her last order can be checked using customer pop-up screen

10. Customer Card

10.4 Rewards on Payment

Payment

Sale Amount	\$11.29
Due Amount	\$11.29

Sale Payment **\$11.29**

Payment Type

Cash	Visa	MasterCard
Amex	Debit	Check
Gift	1 Rewards	Discover and Other
Coupon and Others		

Return Clear Print Option

Paid Amount \$0.00

Balance \$11.29

Rewards Amount:

4	Back	\$0.79	\$5		
1	2	3	Label1	\$10	\$15
4	5	6		\$20	\$25
7	8	9		\$30	\$40
Return	0	Enter		\$50	\$60
				\$100	\$80

Scan the Barcode

SCAN the Point card **2**

Exit

BackSpace

1	2	3
4	5	6
7	8	9
Cancel	0	Enter

aning Msg

Your Point is \$0.79 You can use this value!

3

OK

(1) Click [Rewards] from Multiple Payment screen

(2) Scan point card

(3) Cash price that can use points is indicated

(4) Actual cash price entered

Minimum amount of cash used for Rewards is set in Store Mgnt

10.5 Print current point

16:10	Sale	User: ADMIN	Station#01-1	Ver.6.07.07.1
PLU Code/Barcode	Customer Info	8	Name	Paid Grade Reset 1
Main	Flowers \$3.99	Flowers \$5.99	Flowers \$9.99	red flowers \$6.00
Functions	flower \$9.99			
Grocery				
Movie Rental				
Discount				
Next				Next

Item	Price	Qty	Sum	Tax
1 flower	9.99	1.0	9.99	Y
SubTotal			\$9.99	
HST			\$1.30	
HST5%			\$0.00	
Deposit			\$0.00	
			Total	
				\$11.29

Refund	Exchange Minus	2	3	4	Qty	Cancel	Delete	Exact Cash
Reprint Last Tran.	Hold	Print Past Tran.	Product Search	Open Drawer	Multi Payment	Credit Card Payment	Debit Payment	Cash Payment
Return	View Hold Tran.	View Last Trans.	Product Lookup	Select Cart				

[illegible]

- Used if customer wishes to know the status of his/her points
- First have customer edit form on screen, then click [Print Point]

(1) Click [Customer Info]

(2) Customer Edit form appears

(3) Go to Loyalty History. Click [Print Point]

10. Customer Card

10.6 Customer List

Customer List

1 2 3 4

Visit Date All Card No By Point Birth Month Grade Return

Office Printer Address Label Print EMail Marketing Fax Marketing SMS Marketing Phone Marketing

	All	Card No	Name	Phone	Point	Amt	Address	City	Birth	I.Store	
1	<input checked="" type="checkbox"/>	1111			25.62	105.00					09
2	<input type="checkbox"/>	1234	WONMI		105.40	475.26					09
3	<input type="checkbox"/>	222222222	AAA BBB		3.16	48.24					08
4	<input type="checkbox"/>	222333444	CHANG LEE		0.00	0.00					07
5	<input type="checkbox"/>	647254155	HEEKEON LEE		0.00	0.00					07
6											
7											
8											
9											
10											

- Screen with entire customer list
- Select [Customer] from Main Menu for screen
- Can also be used for telemarketing

(1) [View Date]: Only today's customers shown

(2) [ALL] :All customers are shown

(3) [CardNo]: Search by customer Card #

(4) [By Point]: Search by Customer points

(5) [New Customer]: Click on a blank row.

10.7 Adjustment Point

[illegible]

The screenshot shows a window titled "Adjust Point" with a blue header bar. Inside the window, there is a "Card No" label and a text box containing "1001002". Below this, there is a label "Amount" and a text box containing "5", which is circled in black. To the right of the "Amount" text box is a red plus sign and an empty text box. Further right are two buttons: a blue button with a white plus sign and a red button with a white minus sign. At the bottom of the window, there are two buttons: a yellow button with "5" and "Save" (the "5" is circled in black) and a yellow button with "Return".

- Used to control customer's points in adjustment to sales
- Can also be used if a customer has forgotten the card, but returns with both the card and the receipt after the purchase

[illegible]

(1) Select [Customer List] from Main Menu

(2) Select customer to adjust

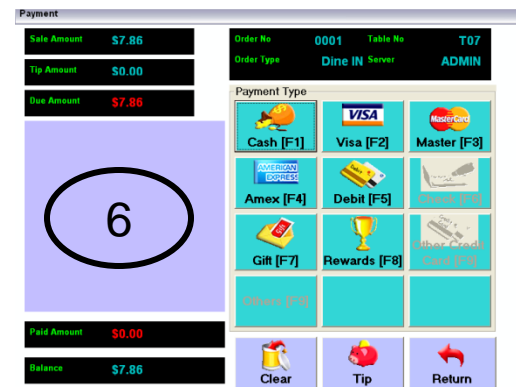
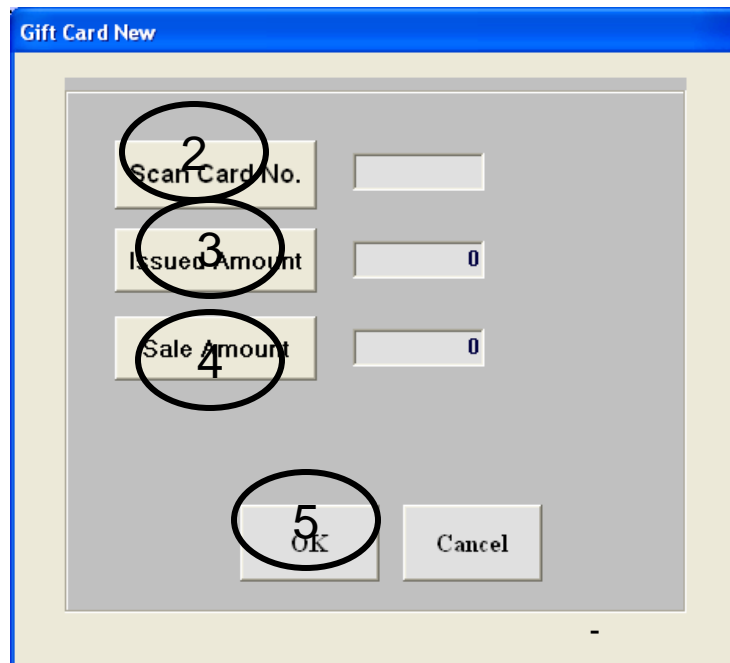
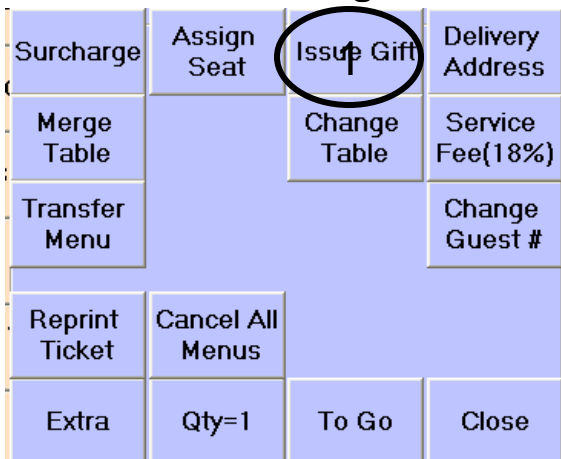
(3) Click [Loyalty History] tab

(4) Click [Add Promotion Point] and click Yes

(5) Select [Amount] to adjust by, then click [Save]

11. Gift Card

11.1 Issue a news gift card



- Store can issue own gift card for payment
- Point card image and gift card image can use same design
- Issued amount can be any amount, at any discount the owner prefers
- No taxes for gift card
- No transaction fee for gift card
- Cannot re-issue lost gift cards
- As promotion, gift card can be issued to customers with no charge

(1) Click [Option]->[Issue Gift] from Sale screen

(2) Click [Scan Card No] and swipe gift card

(3) Click [Issued Amount] and enter the amount issued

(4) Click [Sale Amount] and enter in the sale amount

(5) Click [OK] to return to Sale screen

(6) Will only be activated after payment is processed

11. Gift Card

11.2 Gift Card Payment

Payment

Sale Amount	\$1.25
Due Amount	\$1.25

Sale Payment **\$1.25**

Payment Type

Cash	Visa	Master
Amex	Debit	Check
1 Gift	Rewards	Discover and Other
Coupon and Others		

Return Clear Print Option

Paid Amount **\$0.00**

Balance **\$1.25**

Rewards Amount:

4	Back	\$0.79	\$5		
1	2	3	Label1	\$10	\$15
4	5	6		\$20	\$25
7	8	9		\$30	\$40
Return	0	Enter		\$50	\$60
				\$100	\$80

Scan the Barcode

SCAN the Point card

Exit

BackSpace

1	2	3
4	5	6
7	8	9
Cancel	0	Enter

ning Msg

Your Point is \$0.79 You can use this value!

3

OK

(1) Click [Gift] from Multiple Payment screen

(2) Scan gift card

(3) Amount of cash left over in gift card

(4) Actual money amount entered

11. Gift Card

11.3 Gift Card List: Main Menu → Gift

Gift

1 Today 2 Today New 3 All 4 Bal > 0 5 Scan Card Cust # 10184027 LogMeIn This computer is being remotely controlled by SUM02\LogMeInRemotel 206.40.212.61 Return

No	No	Balance	Issued Amt
1	10184025	\$20.00	\$20.00
2	10184027	\$808.42	\$1000.00
3	10184033	\$20.21	\$500.00
4	10184034	\$766.20	\$1000.00
5			
6			
7			
8			
9			
10			
11			
12			

6

Tran. List

CARD NO	MMDDYY	HHMM	TYPE	AMOUNT	BALANCE	CLERK ID	TERM ID
1 10184027	02/05/07	20:17	ISSUE	\$1000.00	\$1000.00	VIVIAN	1
2 10184027	02/05/07	21:00	SALE	(\$91.32)	\$908.68	VIVIAN	1
3 10184027	02/05/07	21:07	SALE	(\$70.02)	\$838.66	ADMIN	2
4 10184027	02/05/07	21:07	SALE	(\$30.24)	\$808.42	VIVIAN	1
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							

7

Issue New Card 8 Delete Card

(1) [Today]: Gift cards used today

(2) [Today New]: Gift cards created today

(3) [All] All gift cards

(4) [Bal > 0]: Gifts with left over balance

(5) [Scan card]: Transaction check after scanning

(6) Specific gift card selection

(7) Transaction list of selected gift card

(6) Create new Promotion (free) gift card

- Screen where gift cards can be examined
- Promotion gift cards are also created here